



Government of West Bengal

OFFICE OF THE DISTRICT MAGISTRATE: COOCH BEHAR

জেলাশাসকের কার্য, কোচবিহার, পশ্চিমবঙ্গ

Sagar Dighi Square, P.O.: Cooch Behar, Dist.: Cooch Behar, Pin: 736101, West Bengal

Phone: (03582) 227101 # Fax: (03582) 227000/225000 # e-mail: dm-cbr@nic.in, dmcoochbehar@gmail.com

[MINORITY SECTION]

DETAILED ADVERTISEMENT FOR RECRUITMENT TO THE POST OF BLOCK LEVEL FACILITATOR

No.: 01/2017/MAME/DM-CBR

Dated: 05/06/2017

Referring to No. 1790-MD/15P/129/ 13 dated 23.09.2013, 2287(15)-MD/P/15P-129/13 dated 16.12.2013 and 823-MD/P/15P-146/13 (Pt-I) dated 13.04.2015 issued from the Minority Affairs and Madrasah Education Department, Government of West Bengal applications are invited for the recruitment to the following post against specified eligibility essentials.

Name of the Post		Block Level Facilitator
Number of the Vacancies		2 (Two)
Age (on the date of publication of this advertisement)		Not below 25 years & Upper age limit not be more then 60 years
Qualification	Essentials	A) Bachelor Degree from recognized University B) Certificate/ Diploma in Computer Application (at least One Year duration) C) Having Knowledge of Minority Culture, Madrasah & Wakf matters
	Desirable	2 years experience of Work in Social Sector
Remuneration		Fixed remuneration of Rs. 10,000/- plus Rs. 5,000/- as TA/ DA per month
Term of Service		For the first time engagement will be made for one year on contract basis. After successful completion of first term of service, further extension if required, may be considered by the District Magistrate, Cooch Behar.
Last date receiving filled in Application Format		21 st June, 2017 (by 5.30 pm)
Address for submission of Application Form		Office of the District Magistrate, Minority Section (Minority Bhawan), Sagar Dighi Square, P.O.: Cooch Behar, Dist.: Cooch Behar, Pin: 736101, West Bengal. (Application may be dropped directly in the Drop Box on working days except Saturday, Sunday & Holiday or by post)
Recruitment Process		May be in Written and Interview with a test of Computer Skill

05/06/17
Additional District Magistrate
(Development)
Cooch Behar

Memo. No.: MS/311(23)

Dated: 05/06/2017

Copy forwarded for information & with the request to cause wide publicity through Office Notice Board to:-

1. The District Judge, Cooch Behar.
2. The Superintendent of Police, Cooch Behar.
3. The Additional Executive officer, Cooch Behar Zilla Parishad, Cooch Behar.
4. The ADM and District Land & land reform Officer, Cooch Behar.
- 5-9. The Sub-Divisional Officer, Cooch Behar Sadar/ Tufanganj/ Dinhata/ Mathabhanga/ Mekhliganj.
- 10-21. The Block Development officer, Cooch Behar-I/ Cooch Behar-II/ Tufanganj-I/ Tufanganj-II/ Dinhata-I/ Dinhata-II/ Sitai/ Mathabhanga-I/Mathabhanga-II/ Sitalkuchi/ Mekhliganj/ Haldibari.
22. The District Informatics Officer, NIC, Cooch Behar with request to upload this Detailed Recruitment Advertisement in the website: www.coochbehar.gov.in by 05/06/2017 (5.30 pm).
23. The Officer in-charge, Establishment Section, District Magistrate Office, Cooch Behar.

05/06/17
Additional District Magistrate
(Development)
Cooch Behar

APPLICATION FORMAT

To
The District Magistrate
Cooch Behar

Sub: Application for the post of Block Level Facilitator

Sir,

In response to the Recruitment Advertisement No. 01/2017/MAME/DM-CBR dated: 05/06/2017 published from the Minority Section of your office I beg to offer myself as a candidate for the post of Block Level Facilitator (on contract basis).

My particulars are given below:-

1. Name of Candidate in Full (in block letters):
2. Father's/ Mother's/ Husband's Name:
3. Sex:
4. Address with Contact No. :
i) Permanent (Please attach self-attested copy of EPIC/ Aadhar):

Affix Self Attested
Recent Colour
Passport Size
Photograph (one
copy of the same to
be attached with the
application)

- ii) For Communication (If different from the permanent address):

5. Date of Birth (Please attach self-attested copy of Admit Card of Matriculation):

Day		Month		Year		

6. Age on the date of publication of the aforesaid Advertisement:

Years		Months		Days	

7. Educational Qualification (Please attach self-attested copies of Mark-Sheets/ Certificates):

Sl. No.	Examination Passed	Year of Passing	Board/University	Full Marks	Marks Obtained	Percentage

8. Whether have special education/ skill in Minority culture, Madrasah and Wakf Matter (write Yes/ No) (If yes attach proof):

9. Whether have 2 (two) years experience in work in Social Sector (write Yes/ No) (If yes attach proof):

10. Whether have Certificate/ Diploma in Computer Application (at least one year duration) (write Yes/ No) (If yes attach proof):

Declaration: Understanding the terms and condition, I declare that the information furnished above by me is true to the best of my knowledge. If at any point it is found the any information given by me is incorrect my candidature is liable to be cancelled.

I do not have any previous conviction record.

Yours faithfully,

Place:

Date:

Full Signature of the Candidate